



FREMONT PLANNING BOARD

March 25, 2009

Meeting Minutes

Approved April 1, 2009

Present: Chairman Roger Barham, Co-Chair and CC Rep. Jack Karcz, Selectman Brett Hunter, Members John (Jack) Downing, Alternate/Building Official Thom Roy, RPC Circuit Rider David West and Land Use AA/Recording Secretary Meredith Bolduc.

Also present: Derek Downing

Mr. Barham opened the meeting at 7:05 pm.

Mr. Downing made the motion to approve the minutes of the March 18, 2009 meeting as written. Motion seconded by Mr. Karcz with unanimous favorable vote.

PROJECTS PENDING WITH RPC

- Inclusionary Housing Zoning Ordinance – funded with CTAP Phase I Discretionary Funds; completion date of May 19, 2009. = \$5,000
- Housing Chapter of the Master Plan - funded with CTAP Phase I Discretionary Funds; original completion date of December 2008, moved to May 19, 2009. = \$5,000
- CTAP DOT Build-out- funded with CTAP Phase I Funds; completion date of May 19, 2009. = \$10,000
- Open Space Plan - funded with CTAP Funds; completion date of May 19, 2009. = \$10,000
- Transportation Chapter of the Master Plan - funded with NH DOT Matching Funds Grant and the Town's share (\$2,500) has been paid; original completion date of June 30, 2008.
- Water Resource portion of the NRI Chapter of the Master Plan – funded with the Targeted Block Grant (TBG) and the Town's share (\$2,000) has been paid; completion date of June 30, 2009.

CTAP

Discretionary Funds

Mr. Barham reported that he has spoken with Cliff Sinnott of RPC who said that the build-out analysis still has a completion date of May 19, 2009. Mr. Sinnott related that as a result of Mr. Barham's March 11, 2009 letter to Ansel Sanborn, as well as the concerns of other towns involved in CTAP projects, he is almost certain that the completion date for the projects funded with CTAP Phase I Discretionary Funds will be extended. He will know by next week. The projects affected for Fremont are the Inclusionary Housing Zoning Ordinance, the Housing Chapter of the Master Plan and the Build-out Analysis. Mr. Barham said he told Mr. Sinnott he

would defer a discussion to cancel any projects pending the CTAP funding extension decision. The completion date for the Open Space Plan would also be extended. Mr. West said that there is also money in Phase II of the CTAP Discretionary Funds for the Open Space Plan.

OPEN SPACE PLAN

The Open Space Plan is also funded by CTAP, but not using discretionary money; deliverable date to be determined.

From CTAP

Community Technical Assistance Program (CTAP) – Open Space Plan Preliminary Coordination: Formation of the Open Space Task Force

The purpose of the Open Space Task Force is to participate in identifying important natural resources and developing strategies for protection of open space. The project is sponsored by the Community Technical Assistance Program (CTAP) as part of the I-93 improvement project and administered by staff of the Rockingham Planning Commission. Task Force members will attend 4 work sessions facilitated by planning staff of the Rockingham Planning Commission. Work sessions will focus on a series of activities - prioritization of key resources, selection of open space parcels, and assignment of protection strategies – that will lead to development of recommendations for long range open space planning. The Task Force will follow the Delphi process, in which numerical values are assigned to individual resources resulting in a ranking of these resources from highest importance to lesser importance. The results of this process will be used to identify open space lands containing critical resources in the town. A fifth meeting of the Task Force will be held to review the final Open Space Task Force Report.

Mr. West said that Julie LaBranch, Planner with RPC, will be working with him to help facilitate the process for drafting and approving a Scope of Work for the Open Space Task Force and the Open Space Plan. He suggested to start with the Open Space Committee since the Town already has one. Mr. West will contact Open Space Committee Chairman Kenn Jones to see if the first Task Force meeting can be held at their April 7, 2009 meeting. At that time they will come up with a schedule of meetings and a final delivery date for the Open Space Plan and get back to the Planning Board following that date. Mr. West said that ideally there would be a Member from each town department and a Selectman. Mr. Karcz said that several members of the Conservation Commission are also on the Open Space Committee. Mr. Downing offered to represent the ZBA. Mr. West will contact Mrs. Bolduc when the April 7, 2009 date and place is secured so that an announcement can be drafted and placed on the Planning Board page of the Town Website, and posted at the Town Hall, Post Office and Library, to recruit interested parties to serve on the Open Space Task Force.

Transportation Chapter

Mr. West said that he has an appointment to meet with Town Administrator Heidi Carlson, and possibly the Road Agent, this Friday (March 27) to obtain information relative to the road status, bonding, funding, road reconstruction and/or maintenance plans to be used in the updated Transportation Chapter of the Master Plan. It was agreed that the Board will review the chapter and all information gathered at next week's meeting.

SMALL WIND ENERGY SYSTEMS

The Board reviewed the Office of Energy and Planning's model draft of a Small Wind Energy Systems Ordinance as presented by Mr. Roy. Mr. Roy said the he recently attended a building official session where someone from OEP talked about small wind energy systems. He noted that he has not changed the OEP model and he directed the Board to RSA 674:63 which has set the guidelines for wind energy systems regulation. The sections in the model ordinance include:

- Purpose
- Definitions
- Procedure for Review including:
 1. Building Permit
 2. Application
 3. Abutter and Regional Notification
 4. Regional Impacts
- Standards
- Conditional Use Permit
- Abandonment
- Violation
- Penalties

Mr. Roy suggested that the RSA may be sufficient regulation. The choice would be; 1) whether to use RSA 674:62-66 and not have a wind energy systems ordinance; or 2) to create and adopt an ordinance. He added that he thinks the power of regulating wind energy systems should be in the hands of the Planning Board and not the Building Official and suggested that a conditional use permit should be issued by the Planning Board. Topics discussed included; allowing the Building Inspector to issue a building permit for all applications related specifically to single family and duplex family dwellings, excluding the Village District in the permitted zoning districts, regional impacts and notifications of same, setbacks, system height and fall radii, style of the wind energy system, shadow flicker, code compliance, utility connection (it was agreed that the electric lines should be underground within the fall radius), visual impacts, a time period for (and proof of) abandonment. There were also conversations relative to lot frontage as well as distance from boundary lines to neighboring properties and occupied buildings. There is a table relative to minimum setback requirements in the Standards section of the original model ordinance.

Mr. Barham offered to get someone from Unitil to come in and do a powerpoint presentation on wind energy systems so the Board can more fully understand the effect of the systems. The Members agreed that this would be a good idea.

BUDGET and MASTER PLAN

Mrs. Bolduc said that she is preparing the Master Plan for printing and is finding the printing costs higher than anticipated. The lowest quote for the total cost is \$28.00 per book. \$21.00 of the cost is for the Natural Resources Inventory (NRI) alone as it consists of 185 pages, 12 of which are colored pictures, plus 11 colored maps. The other chapters total 62 pages with just 3 colored pages. Copies need to be sent to the NH Office of Energy and Planning, Rockingham

Planning Commission, Town Counsel, each Town department should have a copy and 2 each for the Selectmen's office and the Land Use office. There would need to be about 20 copies printed for this time around.

Mr. Karcz made the motion to request \$200 from the Professional Services line of the current budget to be moved to the Printing line.

Motion seconded by Mr. Downing with unanimous favorable vote.

There was a discussion relative to the budget as it went to default following the March vote. The Members agreed to review the budget at the next meeting before acting on the previous motion.

After a brief discussion, the Board agreed that a reference page be included in the Master Plan for the NRI, as is done for the Natural Hazards Mitigation Plan, rather than including the whole section with the rationale being that each time the document is updated the whole NRI does not need to be printed. There would be a separate charge for the NRI.

INCOMING CORRESPONDENCES

Mr. Karcz made the motion to adjourn at 9:15 pm.

Motion seconded by Mr. Downing with unanimous favorable vote.

Respectfully submitted,
Meredith Bolduc, Land Use AA/Recording Secretary